



## **OPEN MEETING**

### **REGULAR MEETING OF THE UNITED LAGUNA WOODS MUTUAL GOVERNING DOCUMENTS REVIEW COMMITTEE**

Thursday, April 18, 2024 – 1:30 p.m.  
BOARD ROOM/VIRTUAL MEETING  
Laguna Woods Village Community Center  
24351 El Toro Road, Laguna Woods, CA 92637

MEMBERS PRESENT: Maggie Blackwell – Chair, Anthony Liberatore and Nancy Carlson

MEMBER ABSENT: None

ADVISORS PRESENT: Dick Rader and Juanita Skillman (via Zoom)

ADVISORS ABSENT: None

STAFF PRESENT: Jeff Spies, Patty Kurzet and Ruby Rojas

#### **1. CALL TO ORDER**

Maggie Blackwell, Chair, called the meeting to order at 1:32 p.m.

#### **2. APPROVAL OF THE AGENDA**

The Committee elected to make a motion to approve the agenda.

By unanimous consent, the motion passed.

#### **3. APPROVAL OF REPORTS**

The Committee reviewed the report for February 15, 2024.

Without objection, the report for February 15, 2024 was approved as presented.

#### **4. CHAIR'S REMARKS**

Chair Blackwell made comments regarding amending the bylaws to include a missing clause related to board elections. The matter was added to Future Agenda Items.

Chair Blackwell also mentioned that the Private Lender Policy has passed and the mutual has received zero purchases with private lenders since its effect.

#### **5. MEMBER COMMENTS**

None.

## **ITEMS FOR DISCUSSION**

### **6. Subleasing, Resale and Transfer Fees**

Mr. Jeff Spies, Community Services Supervisor, presented the Subleasing, Resale and Transfer Fees for the Committee to consider and review. The Committee discussed the matter.

Director Carlson made a motion to have legal counsel review the proposed document prior to board consideration. The motion failed for lack of second.

Chair Blackwell made a motion to forward the document to the board for review and consideration as presented. The motion failed for lack of second.

Director Carlson made a motion to approve the Subleasing, Resale and Transfer Fees and have legal counsel review the proposed document prior to board consideration. Director Liberatore seconded the motion.

By unanimous consent, the motion passed.

### **7. Financial Qualifications**

Mr. Spies presented the Financial Qualifications for the Committees consideration and review. The Committee reviewed and discussed the Financial Qualifications.

Director Carlson made a motion to approve the document as presented and forward to the board for review. Chair Blackwell seconded the motion.

By unanimous consent, the motion passed.

## **Concluding Business**

### **8. Committee Member Comments**

The Committee discussed the Election requirements that were passed by State Legislature in 2017. The Committee will review and discuss at a future meeting and with legal counsel.

Director Carlson made a comment to confirm the revised Committee Charter is addressed as a Future Agenda Item.

### **9. Future Agenda Items**

- a. Review of Operating Rules Guidebook
- b. Revised Committee Charter
- c. Election Rules in Bylaws

### **10. Date of Next Meeting**

The next meeting is scheduled for Thursday, May 16, 2024 at 1:30 p.m. in the Board Room.

### **11. Adjournment**

With no further business, Chair Blackwell adjourned the meeting at 1:57 p.m.